

COLLABORATIVE LEADERSHIP INSTRUMENT

	Yes	No
During the project's kickoff meeting, do you make sure the other team members contribute to insights concerning:		
1. What our mission is		
2. What is scope statement is		
3. Who our customers are		
4. What our customers value		
5. What our deliverables are		
6. What our plan is		
During other project team meetings, do you encourage team members to:		
7. Reach a consensus before a decision is made		
8. Evaluate options objectively based on fact rather than feeling		
9. Feel comfortable with the decisions that are reached		
10. Think about the project's goals and objectives as alternatives are discussed and decisions are made		
11. Take project constraints seriously but to find ways to best handle them		
12. Limit the number of assumptions that are made, since they will limit the team's options later in the project		
13. Consider new alternatives and innovative ways to solve problems and resolve issues		
14. Participate fully and offer ideas and suggestions in areas in which they can contribute		
15. Provide information that may challenge the existing plan in order to suggest opportunities to further the project's goals and objectives		
16. Inform others if they do not agree with the decisions that are made		

**COLLABORATIVE LEADERSHIP INSTRUMENT
(CONTINUED)**

	Yes	No
Do you feel that it is important for you to:		
17. Set high standards of performance based on your own goals and objectives		
18. Describe the broader implications of the team's decisions and actions		
19. Express confidence in the team's ability to meet or exceed the project's goals and objectives		
20. Specify the importance of each team meeting		
21. Look for different perspectives on the various issues that are under discussion		
22. Emphasize the importance of working together as a team even though the team does not work together in a collocated setting		
23. Help develop an appreciation for the views and ideas of other team members		
24. Seek alternative and innovative ways to accomplish the project's goals and objectives		
25. Place a high priority on learning and experimenting with new approaches and ideas		
TOTAL		